

INSTALLATION ACCEPTANCE REPORT

When installation is complete, ShibataFenderTeam requires an Installation Acceptance Report (IAR) to initiate the warranty period. Failure to provide an IAR may invalidate or delay warranty claims.

Project Name:		Ref:	Location:
Fender Quantity:		Fender Type:	
Delivery Date:			
Warranty Period	Starts:	Ends:	

INSPECTION OF	Contractor	ShibataFenderTeam
Setting out dimensions		
Fender spacing		
Fixings correctly installed, tightened and secured against loosening		
Droop and sag of fenders within limits		
Fender positions, serial numbers recorded		
Face pads and fixings undamaged		
All paint damage touched up		
Spare parts inventory checked		

SNAGGING LIST	Contractor	ShibataFenderTeam
Damage noted to:		
Rubber		
Steel fabrications		
Paintwork		
PE Pads		
Brackets		
Chains and accessories		
Anchors, bolts and other fixings		
Actions		
Responsibility		
Timeline		

SIGN-OFF	
Contractor:	Vendor: ShibataFenderTeam
Name:	Name:
Signature:	Signature:
Date:	Date:

OPERATIONAL LIMITS

Fender and mooring operating parameters should be made available to all berth users: pilots, linesmen, Harbour Masters, arriving vessels and others involved in the berthing and mooring process. These parameters should identify the safe limits of fenders, bollards and other dock furniture. The table below is a suggested template for summarising this information.

Port:	Berth Name:
Harbour Master Tel:	Port Operation Tel:
Tugs Tel:	Pilots Tel:
VTS/VTIS Tel:	Linesmen Tel:

VESSELS	Min. Ship	Max. Ship	Other ship
Type/class			
Deadweight			
Displacement (t)			
Length overall (m)			
Breadth (m)			
Laden draft (m)			
Air draft (m)			
Bow flare (deg.)			
Beltings			
Special features			
Berthing speed (m/s)			
Berthing angle (deg.)			
Draft limited approach			

Tide (min)	m CD	Tide (max)	m CD
Deck level	m CD	Dredged depth	m CD
Berth direction	deg.	Berth construction	*
Maximum current	kts	Current direction	deg.
Berthing wind speed	kts	Operating wind speed	kts
Cease operation wind	kts	Depart berth	kts

* open / semi-open / closed

Fender type		Fender model	
Rubber grade		Fender spacing	m
Fender projection	m	Fender drawing no.	
Hull pressure	kN/m ²	Reaction force	kN

Bollard type		Bollard model	
Bollard capacity	t	Bollard spacing	m
Maximum line angle	deg.	Bollard drawing no.	

The form can be downloaded from our website.

OPERATIONS CHECKLIST

It is advisable to carry out a berth inspection before vessel arrival and after departure. The table below is a suggested template for collecting this information. In the event that fender damage is identified, please contact ShibataFenderTeam for advice.

Port:	Berth Name:
Date:	Time:
Name:	Signature:

PRE-ARRIVAL INFORMATION						
Vessel name:			Vessel IMO:			
Dimensions (L × B × D)	L	m	B	m	D	m
Vessel type:			Deadweight		t	
Arrival draft	m		Arrival air draft		m	
Pilot			Master			
Tug names	(1)		(2)		(3)	
Tide on arrival	m CD		Current		kts	
Wind speed	kts		Wind direction		deg.	

PRE-ARRIVAL BERTH INSPECTION					
Damage location	(1)		(2)		(3)
Damage description					
Identified hazards					
Warnings issued	Pilot	yes/no	Vessel	yes/no	Linesmen yes/no
Risk mitigation measures taken					

POST-DEPARTURE BERTH INSPECTION					
Damage location	(1)		(2)		(3)
Damage description					
Cause					
Consequence					
Photos taken	yes/no		yes/no		yes/no
Vessel/agent informed	yes/no		yes/no		yes/no
ShibataFenderTeam informed	yes/no		yes/no		yes/no

The form can be downloaded from our website.

MAINTENANCE CHECKLIST

It is advisable to prepare a checklist for routine preventative maintenance. The table below is a suggested template for collecting this information.

In the event that fender damage is identified during a maintenance inspection, please contact ShibataFenderTeam for advice.

Port:	Berth Name:
Date:	Time:
Name:	Signature:

GENERAL	
Fender location:	Last inspection date:
General condition: Excellent / Good / Average / Poor / Very Poor	

RUBBER		FENDER PANEL	
Ozone cracks	yes/no (photos, size)	Paint condition, damage	yes/no (photos)
Fixings tight, secure	yes/no (photos)	Dents, bends	yes/no (photos)
Cuts or abrasions	yes/no (photos, size)	Brackets	
Spillages (paint, oil)	none/minor/major	Corrosion, scratches	yes/no (photos)
Marine growth	yes/no (vents blocked?)	Welds, cracks	yes/no (photos)
Tidal operations	yes/no (hydraulic locking?)	Accident damage	yes/no (photos)

UHMW-PE FACE PADS		CHAINS			
Original thickness		Weight/tension/shear	W	T	S
Current thickness		Slack	yes/no	yes/no	yes/no
Evenly worn	yes/no (photos)	Diameter loss	yes/no	yes/no	yes/no
Cuts, gouges	yes/no (photos)	Shackle or link wear	yes/no	yes/no	yes/no
Missing pads	yes/no (photos)	Bracket damage	yes/no	yes/no	yes/no
Fixings loose, missing	yes/no (photos)	Split pins fitted	yes/no	yes/no	yes/no

COMMENTS	PHOTOS (file names)
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.....	
.....	

FOLLOW-UP			
Refer to ShibataFenderTeam	yes/no	Warranty issue	yes/no
Date referred		ShibataFenderTeam contact	

INCIDENT REPORT FORM

If any damage is caused to your ShibataFenderTeam fender system, regardless of cause, then this must be reported to ShibataFenderTeam immediately. Failure to do so may affect warranty terms. Please provide all relevant information as well as photographs and maintenance records where applicable.

Port:	Berth name:
Reported by:	Position:
Phone:	E-Mail:

GENERAL	
Incident date:	Last inspection date:
Fender location:	Fender number:
Suspected cause:	

RUBBER DAMAGE	FENDER PANEL DAMAGE
FACE PAD DAMAGE	CHAIN SYSTEM DAMAGE
OTHER COMMENTS	PHOTOS (file names)
	Please take overview and close-up photos, submit in high resolution where possible. Indicate the file name(s) and respective fender position(s)

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